

POLICE AUTOMOTIVE MOTORCYCLE MECHANIC

(Competitive Class)

DISTINGUISHING FEATURES OF THE CLASS

This class encompasses positions in the support services of police department operations, the major duties of which are the servicing and repair of police department motorcycles. Employees perform regular maintenance and service checks of equipment, make minor repairs, and road test equipment to locate defects and check repair work. Duties are performed both in the department's repair shop. Incumbents perform most routine tasks independently with work assigned and reviewed by a line police officer at the rank of Police Sergeant. Police Department Mechanic is an entry level class and does not promote to any other class.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Diagnoses problems with motorcycles or other assigned automotive equipment from information given by police officers who operate the equipment; performs complete overhaul and repair work on police motorcycles.

Repairs, rebuilds, and overhauls transmissions, differentials, and front and rear end assemblies.

Inspects, adjusts, and replaces necessary units and related parts, valves, pistons, piston rings, brakes, main bearing assembly, cooling, ignition, and fuel systems of motorcycles and other assigned vehicles.

Performs minor electrical repairs such as installing batteries and switches, repairing and adjusting lights, and replacing generators and starters and other specialized related equipment.

Road tests equipment to locate defects and to check repair work.

Completes required forms such as work orders and requisitions, and keeps an informal log of preventative maintenance work as it is completed.

Performs related duties as assigned.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and passing a civil service examination for the position.

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate.

Must have a valid Louisiana driver's license; must have a motorcycle endorsement on license prior to appointment.

Must have at least two (2) years experience working as a motorcycle mechanic in a full-time, paid position or two (2) years as an automotive mechanic with experience in motorcycle repair and maintenance.

Must not be less than twenty-one (21) years of age.

BR 04-19-98
REV 06-18-98
10-18-07
04-02-09
04-21-11
05-15-14
10-16-14